

EMPLOYEE PERFORMANCE REVIEW

Employee Name: Charles A. Findley

Badge No.:149480

Location: FPO Department: Research and Development

CC:3FS

Current Job Responsibilities:

Chuck is currently a researcher assigned to the Learning Environments Program. He is dividing his time between the Harmony CD-ROM project, the dissemination and update of work around the Learning Innovations Survey, follow-up work on Collaborative Networked Learning and overall support of the Learning Environments Program.

Accomplishments: (use additional sheets if necessary)

This review reflects Chuck's performance during this past review period as a member of the Educational Services R&D group. The following highlights his accomplishments:

Harmony

Chuck has been working on the Educational Services Harmony project since July of this year. He has participated in the following activities in support for this program:

- Member of the Version 1.0 and Version 2.0 Design Task Force
- Author of the Version 1.n design specification
- Consulting on the Marketing Research customer study
- Coauthor of the Fall DECUS customer survey
- Working on the Information/Task Analysis Study

Collaborative Networked Learning

Chuck was the project leader for the Collaborative Networked Learning project. For this project he conducted an analysis of the technology and methodology, identified present and future opportunities for utilization within Educational Services and within Digital, and facilitated some adoption through on-going discussion and implementation of pilot projects. Specifically, he accomplished the following:

- Developed a listing of general requirements for V 2.0 of VaxNotes and discussed these with the product manager
- Prepared and distributed an overview report for a general audience, "Collaborative Networked Learning: Technology and Opportunities"
- Prepared and distributed a focused technical and methodological analysis for designers and developers, "Collaborative Networked Learning: On-Line Facilitation and Software Support"
- Followed-up on written reports with face-to-face meetings with managers and curriculum designers

primarily in DME, OAT, and the Business Fellowship Program

- Presented the concept and lead a discussion with ESDP functional managers

Chuck also engaged groups of potential users of Collaborative networked learning in on-going dialog of business and educational needs and planning for implementation. The specific short-term results were as follows:

- DME.....pre-course pilot completed and report distributed
- OAT.....pilot implemented as course follow-up, which is on-going with lower than expected participation,
- Business Fellowship Program...equipment for customer network included in program budget, pending

Classroom Innovations Study

Chuck participated as a member of the Innovations Survey research team. In that activity he focused primarily on two areas:

- He provided abstracts of innovations from leaders in industrial training as well as innovations in student involvement practices from instructors
- Layout, formatting and design of the final report

R&D Support

Chuck was one of the members of the R and D Authoring Task Force. In that regard, he contributed some of the initial underlying theoretical position for the requirements documents. He served as a task force member, contributing to review of the various refinements of the final requirements.

Chuck's proposal for a presentation was accepted by the World Future Society, Education Section for their 1987 Conference. Chuck's presentation focused on future trends in learning and work.

Chuck co-lead two Forum presentations on future learning environments with Joe Santini.